

**Hillsborough NH Water and Sewer Commissioners
June 25, 2013 Meeting Minutes**

The meeting was called to order at 6:00 pm

Present: Commissioners Doug Parker, Peter Mellen and Herm Wiegelman; and Penny Griffin, Administrator.

The Commissioners discussed the planning strategy to pipe burst the failing sewer main in Bridge Street. Commissioner Mellen stated that he would like Paul to identify the area and he will talk with NHDOT for their requirements. The Commissioners agreed that they need to get Ted Berry's report to review and also to get a quote from them.

The Commissioners discussed the replacement screw pump project. The pumps are in and working. There is just the backstop issue to resolve. The Commissioners discussed the return of the back up pump that has been being rented. They agreed that it is important to return it as soon as possible to stop incurring charges. Commissioner Parker will check with Mike tomorrow regarding the status of the fuel removal from the pump.

A discussion was held regarding the upcoming cleaning and TVing of sewer mains. The Commissioners agreed to have Paul determine the areas to be done and schedule it. Penny reported that Paul has requested to have manholes installed where there are just peeps so that hose lines can also be cleaned and TV'd. The Commissioners agreed to have Paul get that work completed.

6:15pm Keith Gilbert, of Water Systems Operators, arrived at the meeting. Keith presented the Commissioners with the monthly water system reports. Keith advised the Commissioners that he will be retaking samples for the Lead and Copper requirements this week. A discussion was held regarding the Lead and Copper sampling process.

6:25pm Keith Gilbert left the meeting.

The Commissioners reviewed and approved AP vouchers, a transfer request for the screw pump project, and time cards.

Commissioner Wiegelman motioned to adjourn the meeting. Commissioner Mellen seconded the motion. All voted in favor.

Meeting was adjourned at 7:00 pm.

Respectfully submitted,

Penny Griffin, Administrator

Water and Sewer Commissioners Meeting Minutes Approved by: Date:

Douglas Parker, Chairman

Peter Mellen

Herm Wiegelman
Water and Sewer Commissioners
Town of Hillsborough